



Board of Directors, Regular Meeting Minutes, Tuesday, June 10, 2025
RICHLAND SCHOOL DISTRICT NO. 400
BENTON COUNTY, RICHLAND, WASHINGTON

The Board of Directors of Richland School District No. 400 met for a regular meeting Tuesday, June 10, 2025, at 5:00 P.M. via Zoom and in person, 6972 Keene Road, West Richland, Washington. School Board President Dr. Katrina Waters presided. Board members participating: Jill Oldson, Dr. Chelsie Beck, and Rick Jansons. Administrators present: Superintendent Dr. Shelley Redinger, Assistant Superintendent of Elementary Education Dr. Bryan Jones, Assistant Superintendent of Human Capital and Operations Ken Gosney, Assistant Superintendent of Secondary Education Tory Christensen, Chief Financial Officer Travis Belisle, Executive Director of Teaching and Learning Jennifer Klauss, Executive Director of State and Federal Programs Derek O’Konek, Executive Director of Behavioral Health Robert Sorensen, Executive Director of Special Education Pre-K-12 Zac Carpenter, and Director of Information Technology Glenn Whitcomb.

The Board meeting was called to order at 5:00 P.M.

EXECUTIVE SESSION (Personnel, Legal, Real Estate)

The Board adjourned to executive session at 5:00 P.M. to discuss qualifications of an applicant for employment or review of performance of an employee (final actions must be taken in public and discussions affecting employees generally must be held in public) 42.30.110 (1) (g); acquisition of real estate, if public knowledge might increase the price 42.30.110 (1) (b); and discussion with legal counsel, of enforcement actions, litigation or potential litigation, if public discussion might result in adverse legal or financial consequence. (Does not permit an executive session solely because attorney is present.) 42.30.110 (1) (i). The executive session was projected to last ninety minutes, with no action expected. Executive session ended at 6:28 P.M.

The Board returned to the regular meeting at 6:32 P.M.

1.0 CALL TO ORDER

1.1 Pledge of Allegiance

1.2 Roll Call-Bonnie Mitchell was excused. All others in attendance.

2.0 COMMUNICATIONS

2.1 RECOGNITIONS-Washington Association of School Administrators (WASA) Student Leadership Award

Abby Koech was honored with the WASA Student Leadership Award. Abby’s accomplishments include receiving the Princeton University Prize in Race Relations award, reviving the Black Student Union, serving as a Student Representative to the Board of Directors, and participating on both the Key Club and National Honor Society.

Ms. Waters reported the new Junior Student Representative to the Board will be Sinan Farawila from Hanford High School.

2.2 Parent/Guardian Advisory Report-None

2.3 Requests and Comments by Visitors (2 minutes per individual)

Ron Higgins, Richland, shared concern regarding the Governor, the President of the Office of Superintendent of Public Instruction (OSPI), and boys in women's sports.

Nicole Myjak, Richland/Parent, spoke regarding the Special Education Task Force and the Parent Guardian Advisory Committee and shared ideas for a new group with members of both.

2.4 Board/Student Representatives/Superintendent Reports

Shelley Redinger advised there were some air conditioning (AC) issues in buildings today with the high temperatures. Also, after receiving input from staff, administrators, and technology staff, Dr. Redinger shared new Chromebook guidelines at the middle school level. Chromebooks will remain in restricted mode from 6:00 AM-9:00 PM with students able to access district-approved curricular websites. Student accounts will shift to *no internet access* from 9:00 PM-6:00 AM daily. Gaming websites, YouTube, and other non-institutional platforms will be restricted this summer as well. Email access is limited to communication between students and District staff/teachers only. The District will continue to research best practices for Chromebook fines due to damage.

Student Report:

Abby Koech and Tiffany Qian shared the results of the student Social Emotional Learning (SEL) Survey. 1,061 students responded from all District high schools. Responses were varied, reporting pros and cons to the program. The survey featured attendance information, the value of student mentors, activities provided, and if students have a trusted adult they can talk to. Some shared discomfort sharing information with unfamiliar peers. Board members shared this was valuable information and thanked the students for their presentation.

Mr. Jansons advised all graduation ceremonies went well. He thanked all staff involved and Board members congratulated graduates for their work towards earning their diplomas.

Chelsie Beck volunteered at the White Bluffs Elementary Field Day.

Katrina Waters reported River's Edge High School had the largest graduating class ever. She enjoyed the tour of the Early Learning Center and is looking forward to secondary tours next year.

Jill Oldson stated nine students applied for the Student Representative to the Board of Directors position. Sinan Farawila from Hanford High School was selected and will begin this fall. Students not selected will be asked to participate on the 2025/2026 Student Advisory Committee.

3.0 BUSINESS

3.1 Performance Audit Update

Dr. Redinger reported, through the E-Rate program, Glen Whitcomb, Director of Information Technology, was successful in securing funding to rewire Chief Joseph Middle School this summer. Carmichael Middle School is scheduled for next summer. Funding was also secured for new fiber at eight other schools.

3.2 Career and Technical Education (CTE) Highlights and Four-Year Plan Approval

Amy Miller, CTE Director, shared highlights of the 2024/2025 school year including: the Army Junior ROTC Program at Hanford High School, Industry Recognized Credentials (IRCs) in many areas, College Credit Registration, CTE College in the High School classes, and new CTE courses (Veterinary Science, Eco-Medical Science and Media Productions) at the middle schools. Ms. Miller explained the ability to provide dual credit opportunities has been a major focus this year.

Ms. Miller provided a CTE Four-Year Plan which requires yearly approval. This plan keeps classes focused on programs and meeting industry standard.

It was moved by Rick Jansons and seconded by Jill Oldson –

THAT THE BOARD OF DIRECTORS APPROVE CAREER AND TECHNICAL EDUCATION FOUR-YEAR PLAN.

Advisory Vote-Student Representatives: Koech, yes; Qian, yes
Vote: Waters, yes; Beck, yes; Oldson, yes; Jansons, yes
Motion was approved.

3.3 Language Essentials for Teachers of Reading & Spelling (LETRS) and Aspire Update

Kristina Tucker, K-12 Coordinator, stated LETRS is a two-year professional development (PD) program grounded in the Science of Reading. Year one focuses on Word Recognition. Year two shifts to Language Comprehension and integrates writing instruction. At this time there are 203 staff members that have completed training and 18 staff that are finishing Year 1. Ms. Tucker advised 79.3% of our K-2 teachers are fully LETRS trained. Elementary principals have also been trained.

3.4 2025/2026 Budget Planning

Travis Belisle, Chief Finance Officer, explained the three categories of expenditures including: Program, Activity, and Object Levels. Mr. Belisle advised the largest portion of the District's budget is dedicated to serving students in teaching and teaching support (84.66%-salaries and benefits). He shared the ten-year history of the Materials, Supplies and Other Costs (MSOC) disclosure which is required by law. This shows that the District is intending on using the state provided funds for specific MSOC purposes. This also shows underfunding from the state has been consistent for many years. Board discussion followed.

3.5 Policy No. 2020-Course Design, Selection and Adoption of Instructional Materials

Tori Christensen, Assistant Superintendent of Secondary Education, reported this policy is listed as Essential by the Washington State School Directors' Association (WSSDA). Changes to the policy include removing the *Principles* section as it is not part of the WSSDA policy, moving all definitions to the procedures, and the Legal References have been updated.

Ms. Waters asked for consistency across all District boundary middle schools with core class offerings equitable at all. After discussion, it was decided to table *First Reading* to the next meeting. Mr. Christensen will further research course offerings.

3.6 Policy No. 2420-Grading and Progress Reports K-12

Mr. Christensen explained changes to the policy include changing the name to remove K-12, removing the final paragraph (see Policy 3520-Student Fees, Fines, or Charges-grades or transcripts cannot be withheld due to fees), and legal references have been updated. All changes reflect the current WSSDA Policy. Board members requested consistency across all boundary middle schools.

It was moved by Rick Jansons and seconded by Chelsie Beck –

THAT THE BOARD OF DIRECTORS APPROVE POLICY NO. 2420-GRADING AND PROGRESS REPORTS K-12 FOR FIRST READING WITH THE REQUESTED ADDITION.

Advisory Vote-Student Representatives: Koech, yes; Qian, yes

Vote: Waters, yes; Beck, yes; Oldson, yes; Jansons, yes

Motion was approved.

4.0 CONSENT AGENDA (approval by a single vote of the Board)

Mr. Christensen explained a correction was needed to the Personnel Action as reported below:

Margaret Havelaar-0.2 FTE (now 0.8), French, Richland High School

“*Richland High School*” should be changed to “*Hanford High School*”.

It was moved by Rick Jansons and seconded by Jill Oldson –

THAT THE BOARD OF DIRECTORS APPROVE CONSENT AGENDA ITEMS (4.1) THROUGH (4.6) INCLUDING AN UPDATED PERSONNEL ACTION AND ADDITIONAL CORRECTION LISTED ABOVE.

Advisory Vote-Student Representatives: Koech, yes; Qian, yes

Vote: Waters, yes; Beck, yes; Oldson, yes; Jansons, yes

Motion was approved.

4.1 Personnel Actions

ADMINISTRATIVE PERSONNEL

NEW HIRES FOR THE 2025-26 SCHOOL YEAR

French, Brooke, Principal, Leona Libby Middle School, effective 7/1/25

CERTIFICATED PERSONNEL

RESIGNATIONS FOR THE 2024-25 SCHOOL YEAR

Cronin, Elizabeth, 1.0 FTE, Written Student Learning Plans, Pacific Crest Online Academy, effective 8/31/25

DeBuhr, Jamie, 1.0 FTE, Librarian, White Bluffs Elementary, effective 8/31/25

Gude-McGreevy, 1.0 FTE, 1st Grade, Jason Lee Elementary, effective 8/31/25

NEW HIRES FOR THE 2025-26 SCHOOL YEAR

McNelly, Reagan, 1.0 FTE, Extended Resource Room, Jason Lee Elementary (coming from sub)

ADMINISTRATIVE TRANSFERS FOR THE 2025-26 SCHOOL YEAR

Ochoa, Mariah, Consultant, Three Rivers Homelink, to 2nd Grade, White Bluffs Elementary

ADMINISTRATIVE REASSIGNMENTS FOR THE 2025-26 SCHOOL YEAR

Lane, Doug, Classroom Support Teacher, Enterprise Middle School, to Math, Enterprise MS

DECREASE IN FTE FOR THE 2025-26 SCHOOL YEAR

Havelaar, Margaret, 0.2 FTE (Now 0.8 FTE), French, Richland High School

INCREASE IN FTE FOR THE 2025-26 SCHOOL YEAR

Meyer, Stacey, 0.2 FTE (Now 0.8 FTE), Occupational Therapist, Special Programs

Havelaar, Margaret, 0.2 FTE (Now 1.0 FTE), French, Leona Libby Middle School

CHANGE OF ASSIGNMENT FOR THE 2025-26 SCHOOL YEAR

Celedon, Rubylinda, 3rd Grade, Tapteal Elementary, to 1st Grade, Tapteal Elementary School

Horn, Sabrina, Special Education Teacher, Pacific Crest Online Academy, to Resource, River's Edge High School

LaSalle, Sheila, Social Studies, Leona Libby MS, to 4th Grade, White Bluffs Elementary

McComb, Alisa, Language Arts, Leona Libby MS, to Social Studies, Leona Libby Middle School

Millikin, Katrina, 2nd Grade, White Bluffs Elementary, to Librarian, White Bluffs Elementary

Nelson, Victoria, Resource, Tapteal Elementary, to Supplemental Support, Lewis and Clark Elementary

Parsons, Meghan, 3rd Grade Orchard Elementary, to Kindergarten, White Bluffs Elementary

Rapoza, Leah, Resource, Jefferson Elementary, to Resource, White Bluffs Elementary School

Steelman, Jamie, Resource, Hanford High School, to Resource, Enterprise Middle School

CLASSIFIED PERSONNEL

CHANGE OF ASSIGNMENT FOR THE 2025-26 SCHOOL YEAR

Ochoa, Terah, Administrative Assistant, Marcus Whitman Elementary to Office Professional, Leona Libby Middle School

Ramsey, Elainna, Office Professional, Chief Joseph Middle School, effective 8/7/2025(from 2nd year leave of absence)

RESIGNATIONS FOR THE 2024-25 SCHOOL YEAR

Boadas, Shelley, Paraeducator, Desert Sky Elementary, effective 6/10/2025

Bricker, Avey, Paraeducator, Marcus Whitman Elementary, effective 6/10/2025

Diaz, Alex, Paraeducator, Badger Mountain Elementary, effective 6/10/2025

Harrison, Melissa, Office Professional, TLAC, effective 6/20/2025

Lindemuth, Jason, Paraeducator, Enterprise Middle School, effective 6/10/2025

Mesteth, Chayton, Paraeducator, Chief Joseph Middle School, effective 7/31/2025(will cert sub)

Muhlestein, Adam, Paraeducator, Hanford High School, effective 6/10/2025

Pospical, Laci, Print Shop Assistant, Support Services, effective 8/8/25 (correction)

RETIREMENTS FOR THE 2024-25 SCHOOL YEAR

Roberts, Twila, Paraeducator, Early Learning Center (from leave of absence)

Rodriguez, Enrique, Building Foreman, Tapteal Elementary, Support Services, effective 6/19/2025

Schmidt, Lou Rae, Paraeducator, Tapteal Elementary

4.2 Approval of Minutes (May 27, 2025)

4.3 Cash Grant-Read-A-Thon-Library Needs

4.4 Policy No. 6112-Rental or Lease of District Real Property

4.5 Policy No. 6550-Capitalization Threshold for Leases and Subscription-Based Information Technology Arrangements (SBITAS)

4.6 Payroll and Warrant Information

ASB Fund Warrant Nos. 40008201 through 40008205 for \$18,052.20

No. 54000831 for \$455.69

Nos. 40008306 through 40008321 for \$24,372.10

Nos. 54000832 through 54000836 for \$137,810.09

Capital Projects Fund Warrant Nos. 20002365 through 20002367 for \$2,983.03
Nos. 20002368 through 20002371 for \$100,707.16
Nos. 52000462 through 52000465 for \$201,548.63
General Fund Warrant Nos. 10092455 through 10092484 for \$260,980.44
Nos. 51005001 through 51005011 for \$138,046.85
Nos. 10092485 through 10092543 for \$256,165.97
Nos. 51005012 through 51005038 for \$508,411.88
Self-Insurance Fund Warrant Nos.
Transportation Vehicle Fund Warrant No.
Payroll Warrant No. 10092262 for \$8,000
Nos. 10092306 through 10092307 for \$4,995.60
Nos. 10092361 through 10092410 through 92,382.59
Nos. 10092411 through 10092454 for \$5,038,000.65
Electronic Fund Transfer for \$11,540,217.35
Total May Payroll approved in the amount of \$16,683,596.19

5.0 AGENDAS

5.1 Future Agenda Items

June 24, 2025: Cory Plager, DA Davidson, will share Levy information including pros and cons to amounts and timelines. The Fiscal update will be moved to the Consent Agenda.

July 8, 2025: short meeting with only Consent Agenda items.

Back to school supply lists have been communicated by grade level. Options for bundles through several different retailers have been arranged for purchase by families, similar to Pasco and Kennewick School Districts.

ADJOURNMENT

The meeting adjourned at 8:40 P.M.

RICHLAND SCHOOL DISTRICT NO. 400

SECRETARY, BOARD OF DIRECTORS